



**PARKS AND RECREATION COMMISSION  
Minutes of Regular Meeting of June 6, 2018  
City Council Chambers, One Twin Pines Lane, Belmont, CA**

**CALL TO ORDER: 7:04 PM.**

**ROLL CALL**

Commissioners Present: Bortoli, Cotten, Foehr, Fox, Hosmer, Mittelstadt, Michaels, Raddavero

Commissioners Absent: Block

Staff Present: Parks & Recreation Director Shearer, Administrative Assistant Clark, Office Assistant II Gonzalez

**PLEDGE OF ALLEGIANCE**

Led by Chair Mittelstadt

**COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS**

Commissioner Raddavero announced Carlmont High School's graduation at 10am on Friday.

Commissioner Bortoli shared highlights from the Senior Advisory Committee: language groups continue their popularity, the community center gets about 100 visitors daily, and a subcommittee formed to develop procedures for welcoming new members to the center.

Commissioner Michaels shared the Belmont Park Boosters are beginning the summer concert series.

**CONSENT CALENDAR**

**May 2, 2018 Draft Minutes**

**ACTION:** On a motion by Commissioner Foehr, seconded by Commissioner Bortoli, the minutes were unanimously approved.

**ITEMS OF BUSINESS**

**Presentation – Bike Route Through Twin Pines Park**

Director Shearer, Project Manager Brian Dong, and Wilsey Ham Engineer Seth Warren provided project history. Warren reviewed the original path, which entered the park at South Road and ran to the parking lot, requiring the removal of eighteen trees. The second path followed the western entrance, then separated to the north; it reduced the number of trees impacted, but bisected the park and could cause confusion for westbound bicyclists transitioning onto Ralston. Warren met with City staff and some commissioners and pivoted back to a refined version of the first path. Improvements included steepening the embankment slope to protect trees and avoiding healthy, protected trees altogether. Director Shearer said Parks Manager Daniel Ourtiague helped identify which trees to protect. She recommended the path since it avoids sacrificing valuable park space for the Twin Pines Master Plan, which can address where to route the path from the parking lot.

Commissioners asked questions about the project.

- In response to Commissioner Raddavero, Dong estimated the project would start in the first quarter of 2019 and take about six months.
- Dong will investigate Commissioner Cotten's inquiry regarding current Ralston bike traffic.
- In response to Commissioner Michaels, Dong said signage and green hazard lines could guide bicyclists through the parking lot.
- In response to Commissioner Foehr, Dong clarified the path would exit the parking at Sixth and Emmet.
- In response to Commissioners Foehr and Hosmer, Warren said bicyclists could be encouraged to use the new path through signage and striping.
- In response to Commissioner Mittelstadt, Warren indicated retaining walls would only be used around select trees and could be as high as four to six feet.

Commissioners shared comments on the project.

- Commissioner Cotten expressed concerns including interference with the Twin Pines Master Plan and bicyclist safety in the parking lot. He wanted to know how many bicyclists use Ralston and whether they would continue to do so because it's easier.
- Commissioner Fox liked the newest plan the best, but suggested carefully framing how tree removals (e.g. mentioning how removal of some trees aide the health of others).
- Commissioner Michaels was concerned about the path going through the parking lot and suggested signage on Ralston until the existing bike path is extended.
- Commissioner Raddavero asked about adding lights to the path. Commissioner Michaels wondered if path use during dark hours conflicted with park hours. Commissioner Foehr thought the path should be available during dark hours to accommodate commuters. Commissioner Mittelstadt suggested bollard lighting and Commissioner Fox suggested involving an artist. Dong suggested involving the Place Making Committee.
- Commissioners Michaels and Foehr suggested amenities to make the route more desirable.
- Commissioner Bortoli suggested sharing the path in the Daily Journal or other news outlets.
- In response to Commissioner Hosmer, Dong confirmed designers for the South Road signal project are working in conjunction with this project.
- In response to Commissioner Mittelstadt, Dong said it could take up to a year after the path's construction to extend the Ralston bike lane to the path. Commissioners Michaels, Mittelstadt, Foehr, and Hosmer emphasized the importance addressing this as soon as possible.
- Commissioner Mittelstadt stated the current path avoids impacting the future the master plan as much as possible and encouraged project planners to look at bollard lighting along the path.

**ACTION:** On a motion by Commissioner Mittelstadt, seconded by Commissioner Michaels, the Parks and Recreation Commission recommended the Twin Pines Bike Path at South Road and Ralston Avenue. The motion passed by a majority (5-1, Cotten against, Block absent).

### **Update on the Progress of the Design of the Synthetic Turf Project at the Belmont Sports Complex**

Director Shearer shared that staff met with Mark Schlichter of Callender Associates to see the 65% submittal drawings and get a cost estimate and timeline for putting synthetic turf on the north field. The timeline begins fall of 2019 (from the day after Thanksgiving to late May of 2020).

In response to Commissioner Michaels, Director Shearer stated design only is budgeted for this fiscal year, but there is funding for construction next fiscal year. The current cost estimate is under budget. Additional netting is being added to the plan and staff is investigating current drainage, which could impact the project scope.

In response to Commissioner Bortoli's concerns regarding relocating soccer and baseball teams, Director Shearer stated the later start date provides leagues more time to identify alternatives. In addition, City staff can help locate possible locations.

In response to Commissioner Foehr, Director Shearer said she would look into possible weather impacts on construction.

### **Parks and Recreation Commission Priorities**

Director Shearer shared the following updates.

- The south field netting was installed and new scoreboards have been received.
- She reminded the commission to visit the possible pump track sites identified at the May meeting in preparation for the September meeting.
- The first annual Fall Tree Planting will be held November 10<sup>th</sup> in Hidden Canyon Park.
- Staff is discussing the O'Donnell play structure design with representatives of the Homeview neighborhood. The goal is to have a proposed design to share with the community on August 7<sup>th</sup> at National Night Out at O'Donnell Park.
- Staff ordered seating and planters to install at the old Emmett House sight.
- Utility Box Art applications will be posted by the end of the week. Staff hopes to receive all applications by July 9<sup>th</sup>, have a selection committee review them and present finalists at the July 18<sup>th</sup> commission meeting, and bring it to City Council for approval so painting can begin in late summer. Applications will be posted on NextDoor, in Weekly Updates, on social media, and on the website. Commissioner Michaels suggested advertising on utility boxes too.
- There are two unused kilns at Barrett Community Center. Belmont-Redwood Shores School District previously asked for one, but recreation programs could utilize the other. A kiln expert is looking at them to make sure they are safe and working first.
- Director Shearer will add a separate item to the priorities for the Arts Subcommittee; she will email the committee regarding convening with local artists to come up with a cohesive plan.
- Director Shearer reminded commissioners to check out the new Barrett shade structures.

### **OTHER BUSINESS / UPDATES**

#### **Department Reports**

Director Shearer shared the following updates.

- On Earth Day two dogwoods were planted in Twin Pines Park and a Tree Workshop was held with over twenty participants. Attending residents could choose a free tree for delivery.
- The latest fishing event at Water Dog Lake had thirteen participants.
- Novartis volunteered to paint the stage and picnic tables in the Meadow in May.
- Jacki Rigoni, the new Poet Laureate, will be presented at the June 26<sup>th</sup> City Council meeting. She has great ideas on getting poetry into the community and parks.
- The Belmont Community Learning Center held their graduation in late May.
- The Youth Advisory Committee (YAC) had its last meeting and will be recognized at the June 12<sup>th</sup> City Council meeting.
- Summer registration is on track. There are only two swim sessions this year.

- The joint use agreement with Crystal Springs Uplands Middle School was renewed.

**Commissioner Questions and Comments**

Commissioner Hosmer asked about addressing the erosion along the creek in Twin Pines Park. Director Shearer said Belmont, San Carlos, and San Mateo County working on this.

Commissioner Michaels asked about an event to celebrate the beginning of “summer fun hours” for off leash use of Barrett Park. Commissioner Foehr said commissioners could help and Commissioner Fox recommended getting donations for give-aways. Director Shearer will follow up by email.

Commissioner Mittelstadt reminded everyone the next meeting is July 18<sup>th</sup> and the August meeting was cancelled.

**ADJOURNMENT: 8:36 PM.**

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Brigitte Shearer  
Parks and Recreation Director